



CITY OF SAN BRUNO

Community Services Department

MEETING MINUTES

Senior Citizens Advisory Board October 18, 2016

1. **Call to Order/Roll Call:** Chair Goff called the meeting of the Senior Citizens Advisory Board to order at 9:06 a.m. Board Members Present: Chair Goff, Hayes, Kreisel, and Luzaich. Board Members Absent: Vice Chair Green, Carmichael, Donnelly, and Treasurer Hornung. Staff Present: Brewer, Madonich, Tessier, and Aker.
2. **PLEDGE OF ALLEGIANCE:** Chair Goff led the Pledge of Allegiance.
3. **APPROVAL OF AGENDA: MSC Luzaich/Hayes** to approve the agenda of the October 18, 2016 meeting. Approved unanimously.
4. **APPROVAL OF MINUTES: MSC Kreisel/Luzaich** to approve the minutes of the September 20, 2016 meeting. Approved unanimously.
5. **PUBLIC COMMENT:** None.
6. **CONSENT CALENDAR:** None.
7. **CONDUCT OF BUSINESS:**
 - a. Treasurer's Report – September 2016 Treasurer's Report filed for audit.
 - b. Receive and File Monthly Information and Referral, Class Attendance, Nutrition Site Reports and Senior Center Historical Front Desk Sign In Data – Coordinator Madonich reported that sign-ins were at a 5 year record high. Monthly Information and Referral Report and Nutrition Site Report were distributed and reviewed, received, and filed for September 2016.
 - c. Receive and File Minutes of Program Committee and Events Committee – Supervisor Tessier reported that the Committee discussed two new classes to be held in 2017. The first being a viewing and discussion of "The West" and a six week Living Well Series for Chronic Conditions. **MSC Luzaich/Kreisel** to approve the two new classes for 2017.
 - d. Annual Piano Tuning Request for Funding – Supervisor Tessier asked the Board to approve \$160 for the annual tuning of the piano. **MSC Hayes/Kreisel** to use \$160 from the Senior Advisory Board Trust Fund for the annual tuning of the piano.
 - e. Formation of Senior Center Facility Subcommittee – Superintendent Brewer asked the Board for three volunteers for a Senior Center Facility Subcommittee that can meet with staff to discuss both small and big projects that need to be

done around the Senior Center. Board Members Kreisel and Hayes volunteered to be on the subcommittee. Chair Goff suggested Board Member Carmichael joining as well and said he would confirm with her within the week. Superintendent Brewer requested that the subcommittee meet with her and staff the following week to do the first walk through of the facility.

8. UNFINISHED BUSINESS:

- a. Senior Center Billiard Table Resurfacing Update – Supervisor Tessier reported that the company had finished the resurfacing and maintenance of the billiard tables. All the tables received new felt and new bumpers, one table received new pockets. The final cost was \$1,230 of which \$1,000 was paid through a private donation and \$230 from the Senior Advisory Board Trust Fund.
- b. Senior Center Deck and Bocce Ball Court Projects Update – Superintendent Brewer reported that the Engineering department had sent the Request for Proposals packets out and were waiting for companies to present bids. She also said that she had asked staff to check the safety of the Senior Center deck and they had found it stable.

9. EXCLUDED CONSENT: None.

10. ITEMS FROM STAFF:

- a. Community Forums – October 26 and November 30, 2016 – Superintendent Brewer reported that the Community Foundation and the City were holding two forums on October 26 and November 30, 2016 to speak with the community about what they would like in the new facilities they had requested be built with the PG&E settlement.

11. PUBLIC COMMENT:

12. ITEMS FROM MEMBERS AND SUBCOMMITTEE REPORTS: Board Member Hayes asked about the Senior Center parking lot getting new LED lights like the ones the City had replaced on the streets. Superintendent Brewer replied that staff has requested that and were in the process of working with Public Works to get that complete. Board Member Kreisel asked staff to please look into removing the floor buffer awaiting repair in the Senior Center closet because it takes up too much room. Superintendent Brewer replied that she would contact the Facilities Supervisor to look into getting that removed.

13. ADJOURNMENT: With no other business to be conducted, **Board Member Luzaich**, adjourned the meeting of the Senior Advisory Board at 9:30 a.m.

Respectfully Submitted,
Ludmer Aker
Executive Assistant
City of San Bruno